



CITY OF ATLANTA

SUITE 1900

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ATLANTA, GA 30303

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Kasim Reed
Mayor

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
asmith@atlantaga.gov

October 23, 2014

Dear Potential Proponents:

**Re: FC-7704; Lot Boundary Conversion and Street Centerline
Enhancement**

Attached is one (1) copy of **Addendum No. 1**, which is hereby made a part of the above-referenced project.

For additional information, please contact Lloyd A. Richardson, Contracting Officer, at (404) 864-8504, or by email at larichardson@atlantaga.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read "Adam L. Smith".

Adam L. Smith

ALS/lar

Attachment

cc: Mr. Paul Thomas
Mr. Greg Kiah

ADDENDUM NO. 1

This Addendum No. 1 forms a part of the Request for Proposals and modifies the original solicitation package as noted below and is issued to incorporate the following:

- Proposal Due Date has been extended to **Friday, November 7, 2014.**
- The City will make existing documents (mylars, plats, etc.) available for copy and review on **Friday, October 31, 2014 between 10:30 A.M. and 12:00 P.M. ET at 55 Trinity Ave. SW, Suite 3350, Atlanta, GA 30303.**
- The Question and Answer period has been extended to **Friday, October 31, 2014 at 5:00 P.M. ET.**
- **Change to Requirements for Form 4.1; Certification of Insurance Ability and Form 4.2; Certification of Bonding Ability**
 - **Table of Contents: Part IV: Required Submittal Forms**
Form 4.1; Certification of Insurance Ability – N/A
Form 4.2; Certification of Bonding Ability – N/A
 - **Part I: Instructions to Proponents, Number 11; Insurance and/or Bonding Requirements**
The Insurance and/or Bonding requirements for any Agreement that may be awarded pursuant to this RFP are set forth in Appendix B- Insurance and Bonding. Proponent must provide a copy of a current certificate of insurance evidencing any existing commercial general liability policies issued for Proponent, if any.
 - **Part II: Contents of Proposals/Required Submittals; 3. Information Required to Be Included in Informational Proposal; 3.1.2. Information Provided by a Proponent on Forms Provided by the City**
 - 3.1.2.1.4. Form 4.1; Certification of Insurance Ability – N/A
 - 3.1.2.1.5. Form 4.2; Certification of Bonding Ability – N/A
- **Replacement of Form 9; Required Submittal Checklist**
Required Submittal Forms; Form 9; Required Submittal Checklist: Form 9 is hereby removed and replaced with amended Form 9 (dated 10/23/14) attached hereto as Attachment No. 1.
- **Appendix A; Office of Contract Compliance Requirements**
Form 5; First Source Job Agreement is hereby included and attached hereto as Attachment No. 2.
- **Change to Exhibit B; Scope of Services**
Section 4.4; Street Centerline and Section 4.5; Lot Boundary Metadata Records are hereby removed from the Scope of Services.
- **Questions and Answers**
Total of sixty (60) questions attached hereto as Attachment No. 3.

**FC-7704; Lot Boundary Conversion and Street Centerline Enhancement
Addendum No. 1
October 23, 2014
Page 3**

Addendum No. 1 for **FC-7704; Lot Boundary Conversion and Street Centerline Enhancement** is available for pick-up in the Plan Room: City Hall, 55 Trinity Avenue, Suite 1900.

The Proposal due date HAS been modified and Proposals are due on Friday, November 7, 2014 and should be time stamped in no later than 2:00 P.M. ET and delivered to the address listed below:

Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S. W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

**** All other pertinent information is to remain unchanged****

Acknowledgment of Addendum No. 1

Proponents must sign below and return this form with your proposal to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303, as acknowledgment of receipt of this Addendum.

This is to acknowledge receipt of **Addendum No. 1, FC-7704; Lot Boundary Conversion and Street Centerline Enhancement** on this the _____ day of _____, 201__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Attachment No. 1

Required Submittal (FORM 9)

Required Submittal Checklist

The following submittals shall be completed and submitted with each Proposal see table below “Required Proposal Submittal Check Sheet.” Please verify that these submittals are in the envelope before it is sealed. *Disclaimer:* It is each Proponents sole responsibility to ensure that their proposal to the City is inclusive of all required submittal documents outlined on the below-referenced checklist; as well as within other parts of the solicitation document.

Submit one (1) Original Proposal, signed and dated, and seven (7) complete copies of the Original Proposal including all required attachments.

In addition to the hard copy submissions, each Proponent shall submit two (2) digital versions of its Proposal Submission in Adobe Portable Document Format (“PDF”) on compact disk (CDs). CD One (1) version should be a duplicate of the hard copy of the Proposal with no deviations in order or layout of the hard copy proposal. CD Two (2) version should be a redacted version of the hard copy Proposal Submission. Please refer to the Georgia Open Records Acts (O.C.G.A. § 50-18-72) for information not subject to public disclosure.

The City assumes no liability for differences in information contained in the Proponent’s printed Proposal Submission and that contained on the CDs. In the event of a discrepancy, the City will rely upon the information contained in the Proponent’s printed material (Hard Copy). Each CD should be labeled with the Project Number, Project Name, and the CD Number.

	Required Proposal Submittal Check Sheet
1	Volume 1 – Informational Proposal: <ul style="list-style-type: none"> <input type="checkbox"/> Executive Summary <input type="checkbox"/> Organizational Structure <input type="checkbox"/> Experience and Qualifications of Key Staff <input type="checkbox"/> Overall Experience, Qualifications and Performance on Pervious Similar Projects <input type="checkbox"/> Management Plan
2	Volume II – All Required Submittal Forms (if any of the required submittal documents are not submitted or incomplete within your Proposal submittal package, your firm may be deemed non-responsive). Required Submittals include but are not limited to: <ul style="list-style-type: none"> <input type="checkbox"/> Form 1; Illegal Immigration Reform and Enforcement Act Forms <input type="checkbox"/> Form 2; Contractor Disclosure Form <input type="checkbox"/> Form 3; Proponent Financial Disclosure <input type="checkbox"/> Form 4.1; Certification of Insurance Ability (N/A) <input type="checkbox"/> Form 4.2; Certification of Bonding Ability (N/A) <input type="checkbox"/> Form 5; Acknowledgment of Addenda <input type="checkbox"/> Form 6; Proponent Contact Directory <input type="checkbox"/> Form 7; Reference List <input type="checkbox"/> Form 8; Proposal Bond/Proposal Guarantee (N/A) <input type="checkbox"/> Form 9; Required Submittal Checklist <input type="checkbox"/> Authority to Transact Business in the State of Georgia <input type="checkbox"/> Appendix A - Office of Contract Compliance Forms 1 – 5 <input type="checkbox"/> Current Certificate of Insurance
3	Exhibit B.1 – Cost Proposal
4	Proponent’s Official Company Name: Company Physical Address:
5	President/Vice President/Owner Name: Title: _____ Office Telephone Number: _____ Direct Cell Telephone Number: _____ Email Address:
6	Primary Point-of-Contact Concerning RFP: Title: _____ Office Telephone Number: _____ Direct Cell Telephone Number: _____ Email Address:

Attachment No. 2

First Source Jobs Agreement

THIS AGREEMENT REGARDING THE USE OF THE FIRST SOURCE JOBS PROGRAM BY CONTRACTORS WITH THE CITY OF ATLANTA TO FILL ENTRY LEVEL JOBS is made and entered into by _____

This _____ day of _____, 201__.

The City of Atlanta requires the immediate beneficiary or primary contractor for every eligible project to enter into a First Source Jobs employment agreement. The contractor agrees to the following terms and conditions:

- The first source for finding employees to fill all entry level jobs Created by the eligible project will be the First Source Program.
- The contractor will make every effort to fill 50% of the entry level jobs created by this eligible project with applicants from the First Source Program.
- The contractor shall make good faith effort to reach the goal of this employment agreement.
- Details as to the number and description of each entry level job must me provided with the bid.
- The contractor shall comply with the spirit of the First Source Jobs Policy beyond the duration of this agreement and continue to make good faith attempts to hire employees of similar backgrounds to those participating in the First Source Program.
- The contractor as a condition of transfer, assignment or otherwise shall require the transferee to agree in writing to the terms of the employment Agreement.

Upon a determination that a beneficiary or contractor has failed to comply with the terms of this Agreement, the City may impose the following penalties based on the severity of the non-compliance:

- The City of Atlanta may withhold payment from the contractor.
- The City of Atlanta may withhold 10 percent of all future payments on the contract until the contractor is in compliance
- The City of Atlanta may refuse all future bids on city projects or applications for financials assistance in any form from the City until the contractor demonstrated that the First Source requirements have been met, or cancellation of the eligible project.
- The City of Atlanta may cancel the eligible project.

All terms stated herein can be found in the City of Atlanta Code of Ordinances Sections 5-8002 through 5-8005.

The undersigned hereby agrees to the terms and conditions set forth in this agreement.

Contractor

FORM 5

Attachment No. 3

Questions and Answers

FC-7704; Lot Boundary Conversion and Street Centerline Enhancement

Question 1: Can the City provide the number of staff we will collaborate with during the Pilot and full-scale project, as this will help estimate City hours of involvement.

Answer: Five (5) GIS staff, one (1) of which will be the primary and two (2) Planning staff for research assistance

Question 2: Does the City expect to receive the FGDB delivered in version 10.2.2 format?

Answer: Yes.

Question 3: We understand the ability to view original paper/Mylar source documents is being arranged. Are samples of digital source data previously scanned by the City available for review/download?

Answer: Yes, the link below will allow you to view the in-house scanned mylars.
<http://gis.atlantaga.gov/apps/lots/>

Question 4: During the pre-conference meeting the City mentioned that all sources would need to be re-scanned by the vendor – versus the use of City-scanned source materials. If we propose to use these previously scanned documents to save time and potentially reduce price, would the City approve of this option?

Answer: The City will make space available within our lab along with access to our scanner. No paper plats require scanning. The City has confirmed all plats are in digital format (pdf, tiff). As stated in Section 2.3.2 bullet 3, the City will also provide the successful consultant with previously scanned and Geo-rectified mylars. However, the City encourages the successful to not rely on the absolute correctness of previously geo-rectified mylars.

Question 5: Can the City provide their estimate of the numbers of Light, Medium, and Heavy Improvement Plat maps that total ~ 2,000?

Answer: Plats vary from minor combination to large subdivision. Samples will be available to view and copy during open house. Friday, October 31, 2014 between 10:30am – 12pm. Samples are also available at link below:
<http://gis.atlantaga.gov/apps/gislayers/download/>

Question 6: Can the City provide a digital sample via e-mail or FTP download (1 each per Light, Medium, Heavy Density map) of the Improvement Plats and Lot Boundary Maps previously scanned by the City?

Answer: Plats vary from minor combination to large subdivision. Samples will be available to view and copy during open house. Friday, October 31, 2014 between 10:30am – 12pm. Samples are also available at link below:
<http://gis.atlantaga.gov/apps/gislayers/download/>

Question 7: For purposes of task hours and schedule duration estimates, can the City provide their existing shapefiles of current tax parcel data, planimetrics, etc.?

Answer: Yes, please refer to link below.

<http://gis.atlantaga.gov/apps/gislayers/download/>

Question 8: Is the use of non-domestic (Off Shore) production support prohibited?

Answer: Yes.

Question 9: GDB is seamless, therefore sheet edges do not apply. Does the City have an existing Map Plot Requirement to verify that plotting specs are met?

Answer: No, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 10: Do existing parcel/lot lines (straight Lines) that are not 2 point lines (start-to-end) need to have extra vertices removed?

Answer: Yes, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 11: Does the City have their Annotation specification requirements documented? Can this annotation be performed via Esri labeling; dumb anno, or feature linked?

Answer: No, the City does have annotation specific requirement documentation. The City will allow each proponent to propose their best practice method to achieve this task.

Question 12: The Scope of Service says the address points are to be placed at the visual center of the real property. Would the City accept the auto-placement of these features at the calculated lot centroid versus manual placement?

Answer: Yes, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 13: We understand that City will provide existing street centerlines as source input data. Can you provide the known quantity of these features?

Answer: 26,938 features.

Question 14: Can the City provide their estimate of source map density for each of the conversion priority areas?

Answer: As stated in Section 4.1 Pilot Project – The City and selected proponent will mutually determine pilot area. These areas will represent the various levels of density across the City.

Question 15: Can the City identify which conversion area the Pilot will occur within?

Answer: As stated in Section 4.1 Pilot Project – The City and the selected proponent will mutually determine pilot area. These areas will represent the various levels of density across the City.

Question 16: Will common carriers such as UPS, FedEx, and USPS deliver directly to suite 1900? Or will the package go through a mailing department at City Hall?

Answer: All mail is routed through the mailing department at City Hall.

Question 17: If the package goes through a mailing department, how long is it expected to take from arrival of the package at City Hall to delivery at suite 1900?

Answer: The City is unable to guarantee a timeframe for the delivery of packages from the mailing department to suite 1900. It is the responsibility of the Proponent to ensure that packages arrive to suite 1900 before the 2:00PM deadline.

Question 18: Does the City accept UPS, FedEx, and USPS?

Answer: Yes.

Question 19: Do the letters of reference need to be included in the proposal? Can the reference send the letter directly to the City?

Answer: Letters of reference should be included in the proposal.

Question 20: Does the Cost Proposal need to be in a 3 ring binder?

Answer: No. However, the proposal should be in a sealed envelope.

Question 21: Should the “Grand Total in Words” be the numerical total written in words? Such as an example of “twenty-two dollars and seventy cents”?

Answer: Yes.

Question 22: Will the contractor be able to use City equipment to scan the source documents (mylar and paper maps) or will we need to provide our own large format scanner to perform the work? Does the City foresee the vendor needing to scan any other documents for this project?

Answer: Yes, the City will make space available within our lab along with access to our scanner. No paper plats require scanning. The City has confirmed all plats are in digital format (pdf, tiff). As stated in Section 2.3.2 bullet 3, the City will also provide the successful consultant with previously scanned and Geo-rectified mylars. However, the City encourages the successful consultant to not rely on the absolute correctness of previously geo-rectified mylars until they have verified against their own geo-rectification

process.

Question 23: Do the lot boundaries as delineated on the maps coincide with the county parcel boundaries (one county parcel for each City lot)? If not, does the City have information stating the county parcel number for each City lot?

*Answer: As stated in Section 1.2 Existing Mapping Summary:
The majority of the boundaries will coincide however, the county may have both spatially inaccurate and unapproved lot configurations.*

Question 24: Section 4.2.5 describes ways to adjust the existing source maps to best fit the aerial imagery. Does this imply that warping (or rubber sheeting) and tracing the scanned source maps is an acceptable methodology to create the GIS provided the accuracy standards are met?

Answer: Yes, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 25: Does the City have an accuracy requirement for the converted GIS data (lines must be within 2 feet of visible occupation or lines must measure within 5 feet of dimension stated on existing map, etc.)? If so, can the expectations be defined?

Answer: No, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 26: The maps available on the Cities website appear to be not always up-to-date and show a list of newer plats not shown on the maps. How current will the maps be when the project is ready to begin? If updates are to be added, will the City provide the vendor with a copy of the digital documents and the new “lot numbers” needed to make the changes?

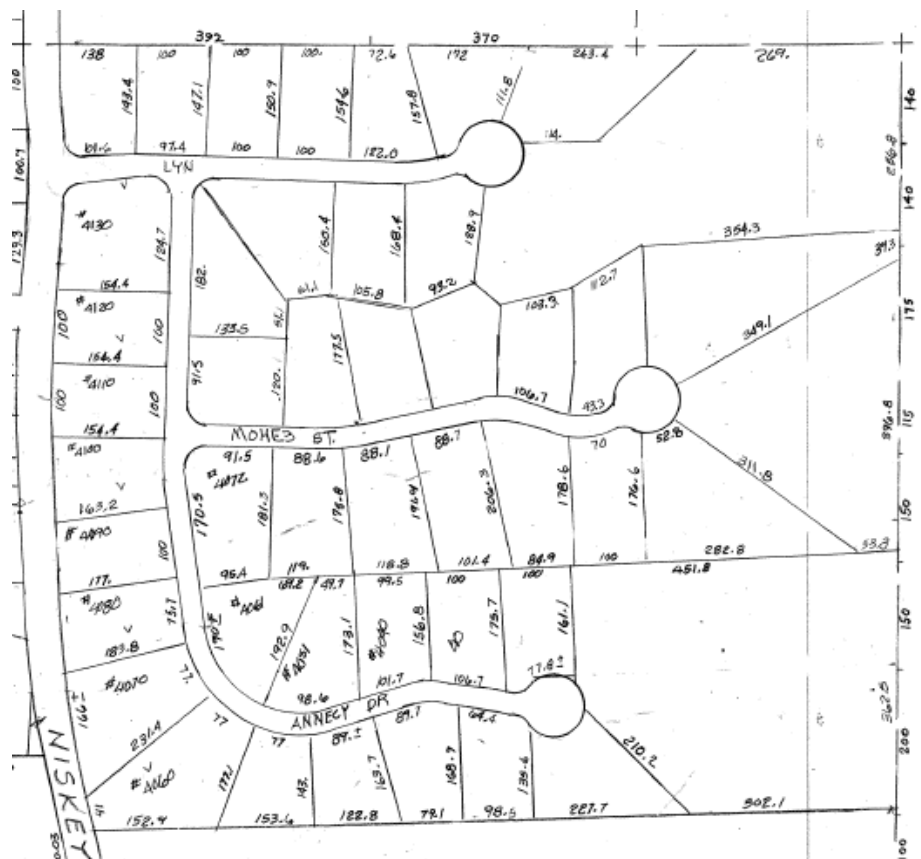
Answer: The document archive website you are referring to was designed to track changes to the system from the time when the mylars were scanned. All the plats are in digital format and will be provided.

Question 27: Section 1.2 states that the City has created some digital lot boundary maps. Will the digital data that was developed be available to the selected vendor? If so, how many map sheets were converted and what is the format of the digital data?

Answer: Yes, we can provide the digital lot boundary map we created in-house as a reference. As a reminder, this was created using both Fulton and Dekalb parcel digest. Approximately 33 map sheets were converted to pdf and tiff format.

Answer: The City is not requiring that level of detail.

Question 29: The RFP states that there are approximately 160,000 lots within the City to be converted for this project. However, many of the lots on the existing lot maps don't contain lot numbers (see clip below from map sheet 14F-44, the portion of map copied contains 46 lots but only 12 have numbers). Does the number of lots stated pertain to only the lots with numbers? Will these unlabeled lots be updated by the more recent paper map source documents or is there another source for adding a lot number to these lots? If the maps are correct as is without all of the lots containing numbers, does the City intend to have vendor replicate the existing map sheets showing all of the areas delineated including those without lot numbers?



Answer: The 160,000 count represent the approximate number of lots within the City municipal boundary both labeled and unlabeled. The unlabeled lots on the mylar were updated by referencing both the county parcel digest and new plat maps. Yes, the City expects the successful consultant to produce a final deliverable with minimum attributes stated within Section 2.1 General Information. The City and the successful consultant will finalize total fields captured within attribute table.

Question 30: Do you require digitization of address points that aren't on the lot maps? For example sub-addresses, utilities or addresses having to do with the airport? If so are there placement or attribution rules for these lots with more than one address?

Answer: The 160,000 count represent the approximate number of lots within the City municipal boundary both address labeled and unlabeled. The unlabeled lots on the mylar were updated by referencing county parcel digest, E911, and new plat maps. The City does not maintain subaddresses within current lot boundary layer. County parcel digest may contain this information.

Question 31: What is the relationship of the addresses in the Accela system with the addresses on the lot maps? Is one data set assumed to be more complete or accurate than another?

Answer: Accela Automation is our land management system and represents the most up to-date database that ties Address, Parcel ID, and Lot ID together. The digital lot boundary map is the visual GIS representation of City approved lot configurations. Accela is updated daily however; no process was maintained to update the GIS geometric changes to the lot boundary associated with the Accela database updates. Therefore, the plat document archive (section 2.3.2 bullet 2) was created to track lot boundary changes not yet reflected in GIS.

Question 32: There is no list of the sources for address points, although there are references to "cross-verifying addresses between sources". Could the City provide a list of the sources to be used for the project?

Answer: County parcel digest, E911 and Accela land management database will be made available. However, City will allow each proponent to propose their best practice method to achieve this task.

Question 33: Do you require inclusion of and/or reconciliation with addresses from other systems such as 311, Hansen, 911, etc...?

Answer: Not as a requirement for this project. However, these will be provided to the selected proponent as references.

Question 34: Section 4.4 says the street centerline features will be updated and improved. What is the source of the existing centerlines? Can a sample of the data be provided?

Answer: The current centerline file was compiled from various sources including County Data, Private Contractor, Aerial Photo, and City of Atlanta. Refer to link below.

<http://gis.atlantaga.gov/apps/gislayers/download/>

Question 35: Do the centerlines currently have address ranges on them? Are address ranges required attributes of the centerline for this project?

Answer: Yes to both.

Question 36: Does the City have an existing method for handling aliases or retired street names?

Answer: No, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 37: How should lots with more than one listed address be managed?

Answer: Currently, the City will list additional addresses as alias addresses.

Question 38: The segmentation of the centerline network is stated to be based on the physical road network. Does the City have representation and topology rules that they are following for the centerlines, and could we get a copy of them?

Answer: No, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 39: Does the City have an existing method for handling aliases or retired street names?

Answer: No, however the City will allow each proponent to propose their best practice method to achieve this task.

Question 40: There is no list of sources to be utilized for the street names, although there are references to the centerline annotation, a "master street name list", and many other sources. Could the City provide a list of the authoritative sources for street names and aliases for the project?

Answer: Yes, In addition to Master Address Street Name file the City's Accela Automation land management database.

Question 41: As the centerline and address updates are not specifically parcel based, where in the 3 categories on the Cost Form should these costs be identified?

Answer: Include in the Project Management category.

Question 42: Can the City confirm that any subaddresses (units, suites, apartments, etc.) are not included in the address point data to be created?

Answer: The City does not maintain sub addresses within current lot boundary layer. County parcel digest may contain this information.

Question 43: Bond requirements. Are all Proposal Bond and Performance Bond requirements Not Applicable (N/A) to this RFP, proposal submittal and subsequent contract? If yes, then are both Forms 4.2 (pdf pg. 34) and 8 (pdf pg. 38) not required with the proposal?

Answer: Correct. Form 4.2 and Form 8 are not applicable for this procurement.

Question 44: Does completion of Form EBO-3 (pdf pg. 129) represent the entirety of the Subcontractor Project Plan submittal that is described as item 3. under “Determination of Non-discrimination During Bid process” on pdf page 120?

Answer: All proponents are required to submit Form EBO 2 (Contractor Contact Form) and Form EBO 3 (Subcontractor Utilization Form). Form EBO 2 will be used to assist us in measuring a bidder’s documentary efforts of good faith regarding the outreach of M/FBE subcontractors. Form EBO 3 will be used to assist us in measuring a bidder’s M/FBE subcontractor participation. Both forms are required submittals.

Question 45: How can we make an appointment to review the source documents (mylar lot boundary and paper update plats) on-site?

Answer: Friday, October 31, 2014 between 10:30am – 12pm

Question 46: Is there a single source for road and street right-of-way widths and geometry?

Answer: Yes, the street ROW layer and impervious surface layers. Refer to link below:

<http://gis.atlantaga.gov/apps/gislayers/download/>

Question 47: Are parcel addresses to be moved to structure footprints as a part of scope of services?

Answer: As stated in Section 4.2.2 Line 6 Point Criteria the visual center would meet the requirements. However the City will allow each proponent to propose their best practice method to achieve this task. City will provide building footprints.

Question 48: Is there a direct correlation between the parcel number shown on the City’s lot boundary mylars (and also entered in the City’s land management database) with the parcel number maintained in the Fulton and DeKalb County CAMA databases and GIS tax maps?

Answer: Clarification: Parcel number is also known as the Address or ID. Yes, the parcel address number should correlate between the City and County Cama since the last update to mylar. The Accela land management database will reflect active and disabled address numbers since.

No, the Mylar does not have county related parcel ID information. The City will provide a copy of the current County Parcel digest, and records from our Accela Automation land management database for reference to the successful consultant.

Question 49: The Cost Proposal (Exhibit B-1) is to be included in a separate sealed envelope. We are also to provide two digital copies of the proposal; A complete copy of the entire hardcopy document, and secondly, a redacted version (reference GA. Open Records Act). Should the Cost Proposal not be included on either of these two digital copies in consideration that would make pricing directly at-hand while proposal evaluations and scoring are underway? If the cost proposal is not to be included on either of the two referenced digital proposal copies, then should we include the cost proposal onto a separate CD to be inserted in the sealed Cost Proposal envelope?

Answer: The Cost Proposal does not have to be on a separate CD and can be included in the two required digital versions of the proposal.

Question 50: Insurance requirements: Is it acceptable to go ahead and provide with the proposal an ACORD Certificate with all of the required coverages and language of additional insured and certificate holder with proof of underwriter (insurer) licensed in Georgia, power-of-attorney attachment, along with certifications of AM Best rating in lieu of the Form 4.1 Certificate of Insurance ability. In essence, can we go ahead and provide all the certifications and documents rather than provide the form that says we agree to do so?

Answer: Yes.

Question 51: Please confirm that purchase and delivery of off-the-shelf ESRI software licenses by the selected Consultant in behalf of the City are not to be included within the Cost Proposal. Are any parts of Exhibit A-software Order Form (pdf pages 68-72) required for proposal submittal or applicable to this RFP?

Answer: Yes, include the cost of the licenses. No parts of Exhibit A-software Order Form are required at the time of submittal.

Question 52: Would the City allow a vendor to use the City's scanning equipment to scan the Pilot source materials; and then return to scan the remaining full-scale source documents – versus require the vendor to provide scanning equipment for onsite scanning requirements?

Answer: Yes, the City will make space available within our lab along with access to our scanner. No paper plats require scanning. The City has confirmed all plats are in digital format (pdf, tiff). As stated in Section 2.3.2 bullet 3, the City will also provide the successful consultant with previously scanned and Geo-rectified mylars. However, the City encourages the successful

consultant to not rely on the absolute correctness of previously geo-rectified mylars until they have verified against their own geo-rectification process.

Question 53: Section 2.1 describes the attributes to be captured which include Parcel ID. What will the source be for the parcel ID attributes? Can a sample be provided?

Answer: The source will be the City existing Digital Lot Boundary layer Section 1.2, County Parcel digest, and records from our Accela Automation land management database.

Question 54: Section 2.2 bullet point 10, states that that the vendor must supply on-site technical support and maintenance services for a period of time after the acceptance of the project, can the period of time be defined?

Answer: Twelve (12) months.

Question 55: Section 4.5 describes the metadata requirements for this project. Several of fields listed will already be attributes of the Geodatabase feature class, as such is it necessary to duplicate this information in the form of lot-level metadata?

Answer: No, it isn't necessary to duplicate this information. The list is an example of data to include. As stated in Section 4.5 the City will collaborate with the successful consultant on final format. However, the consultant should look to provide best practice.

Question 56: Would it be sufficient to provide metadata at the feature class level describing the information not contained in the attributes of the individual lots?

Answer: Yes.

Question 57: There are metadata requirements for lots, but not for addresses or centerlines. Is metadata for addresses and/or centerlines required or desired?

Answer: Yes, feature class level description. However, the City will allow each proponent to propose their best practice method to achieve this task.

Question 58: The proposal in section 3.2.3.1.4 lists a Survey Engineer as one of the Key Personnel that may be included in the proposal. Is this role required and does it need to be filled by a Georgia Licensed Surveyor?

Answer: A Survey Engineer isn't specifically required. The RFP provides possible examples of skillset needed. The City will allow proponent to provide title and qualification of its team members.

Question 59: What role do you perceive that the survey engineer will perform for this project?

Answer: This role is not mandatory. The RFP listed the survey engineer as an example of skillsets needed.

Question 60: Section 4.3 states that the address points will be digitized as a single x/y coordinate pair. What is the source of information for the address points? Can a sample of the data be provided?

Answer: County parcel digest, E911, and Accela land management database will be made available. However, City will allow each proponent to propose their best practice method to achieve this task.